



# CITY OF MARINE CITY

## Planning Commission Meeting Agenda

Marine City Fire Hall, 200 South Parker Street  
Regular Meeting: Monday, October 10, 2016 7:00 PM

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1. **CALL TO ORDER**
2. **MOMENT OF SILENCE AND PLEDGE OF ALLEGIANCE**
3. **ROLL CALL:** Chairperson Rebecca Lepley; Commissioners Graham Allan, Linda Gabler, Keith Jenken, Rudolof Menchaca, Joseph Moran; City Commissioner David Simpson; Building Official Susan Wilburn; City Manager Elaine Leven
4. **COMMUNICATIONS**
5. **PUBLIC COMMENT** *Residents are welcome to address the Planning Commission. Please state name and address. Limit comments to five (5) minutes.*
6. **APPROVE AGENDA**
7. **APPROVE MINUTES**
  - A. July 11, 2016 Meeting Minutes
  - B. August 19, 2016 Special Meeting Minutes
8. **UNFINISHED BUSINESS**
  - A. Master Plan Update
9. **NEW BUSINESS**
10. **ADJOURNMENT**

**City of Marine City  
Planning Commission Meeting  
July 11, 2016**

A regular meeting of the Marine City Planning Commission was held on Monday, July 11, 2016, in the Fire Hall, 200 South Parker Street, Marine City, Michigan, and was called to order by Chairperson Rebecca Lepley at 7:01pm.

After observing a moment of silence, the Pledge of Allegiance was led by Chairperson Lepley.

**Present:** Chairperson Rebecca Lepley; Commissioners Graham Allan, Linda Gabler, Keith Jenken, Joseph Moran; Building Official Susan Wilburn; City Manager Elaine Leven; Deputy Clerk Elizabeth McDonald

**Absent:** Commissioner Rudolofo Menchaca; City Commissioner David Simpson

Motion by Commissioner Moran, seconded by Commissioner Allan to excuse Commissioner Menchaca and City Commissioner David Simpson from the meeting. All Ayes. Motion Carried.

**Approve Agenda**

Motion by Commissioner Moran, seconded by Commissioner Gabler, to approve the Agenda, as presented. All Ayes. Motion Carried.

**Approve Minutes**

Motion by Commissioner Gabler, seconded by Commissioner Moran, to approve the June 13, 2016 Meeting Minutes of the Planning Commission, as presented. All Ayes. Motion Carried.

**Communications**

The following communication was received:

- Metropolitan Planning Commission of St. Clair County

Motion by City Commissioner Allan, seconded by Commissioner Moran to receive and file the communication. All Ayes. Motion Carried.

## **Public Comment**

William Klaassen, 620 N. Mary, said he was opposed to the process of approving/denying building projects in the City and how it is unfair to builders.

## **Unfinished Business**

### ***Site Plan Review ~ Belle River Investments, LLC***

Phillip Perkowski, representing Belle River Investments, LLC, informed the Board that the variance request he applied for through the Zoning Board of Appeals was approved on July 6, 2016 and that he had addressed the concerns expressed by Wade Trim.

The Board discussed the following at length:

- Proposed parking area
- Size limitations on vehicles/trailers entering the building
- Possible vision obstructions while exiting the building
- Parcel segmentation

Motion by Commissioner Moran, seconded by Commissioner Gabler, to approve the Site Plan Review for Belle River Investments, LLC, as presented. All Ayes. Motion Carried.

### ***Site Plan Review ~ Marine City Beach Pavilion***

Commissioner Jenken spoke on behalf of the Marine City Beach Pavilion and told the Board that the bathroom setback variance had been approved at the July 6, 2016 Zoning Board of Appeals meeting.

Building Official Wilburn stated that there were no issues from the Building Department with the project moving forward.

At this time, the Board allowed public comment and the following residents addressed the Board:

Steven Hoerr, 125 N. Water Street, questioned who would be maintaining the property and bathrooms after completion.

Lisa Hendrick, 186 S. Third Street, inquired as to whether any final plans had been submitted yet, what the distance the pavilion would be from the seawall, if a survey of surrounding

residents had been done, and if the checklist on the Site Plan Review application had been completed. She also wondered if the parking plans had moved forward yet.

Carol Keais, 135 N. Water Street, expressed her opposition towards building the proposed pavilion and restrooms at that location as she felt there were unaddressed safety concerns.

William Klaassen, 620 N. Mary Street, questioned where the funds would be coming from to maintain the buildings and whether it would close if budget requirements weren't met.

Commissioner Jenken spoke on behalf of the applicant, Mr. Kadouh, and stated that he was building the pavilion and restrooms in order for the entire City to enjoy. He would like everyone to have a slice of the riverfront and use the beautiful facilities. He also wanted to remind everyone that it was a donation.

The Board briefly addressed the public comments made.

Motion by Commissioner Moran, seconded by Commissioner Allan, to approve the Site Plan Review for the Marine City Beach Pavilion, as presented. All Ayes. Motion Carried.

### ***Master Plan Update***

City Manager Leven reminded everyone that the Master Plan Visioning Session was to be held on July 19, 2016 from 6:30-9:30pm at the Washington Life Center and that all were welcome to come and could even arrive after the start time. She mentioned that it had been advertised on several different platforms in order to attract as many participants as possible.

Chairperson Lepley briefly noted that the street end plans would be part of the Master Plan discussion.

### **New Business**

#### ***MDOT Training Wheels Event Update ~ Lynn Zyrowski & Dianne Lovett***

Lynn Zyrowski addressed the Board and provided several handouts that detailed the results of the MDOT Training Wheels Event from May 11, 2016. She discussed the following at length with the Board:

- Marine City's involvement in Trail Towns
- The International Bike Route
- Identifying network improvements

- Existing or potential safety issues with the bike trail facilities

Mrs. Zyrowski and the Board then went over the results from the event and the improvement maps that were provided, and discussed possible improvements that could be made. It was mentioned that the information would be beneficial to take to the Master Plan Visioning Session and that grant programs were likely available for this type of project.

Chairperson Lepley thanked Mrs. Zyrowski for the hours that she had spent on the project and for providing the Board with the information.

### **Adjournment**

Motion by Commissioner Jenken, seconded by Commissioner Moran, to adjourn at 7:54pm. All Ayes. Motion Carried.

Respectfully submitted,

Elizabeth McDonald  
Deputy Clerk

Kristen Baxter  
City Clerk

**City of Marine City  
Planning Commission Special Meeting  
September 19, 2016**

A special meeting of the Marine City Planning Commission was held on Monday, September 19, 2016, in the Fire Hall, 200 South Parker Street, Marine City, Michigan, and was called to order by Chairperson Rebecca Lepley at 7:01pm.

After observing a moment of silence, the Pledge of Allegiance was led by Chairperson Lepley.

**Present:** Chairperson Rebecca Lepley; Commissioners Linda Gabler, Keith Jenken, Rudolfo Menchaca, Joseph Moran; City Commissioner David Simpson; Building Official Susan Wilburn; City Manager Elaine Leven; Deputy Clerk Elizabeth McDonald

**Absent:** Commissioner Graham Allan

Motion by Commissioner Moran, seconded by Commissioner Menchaca to excuse Commissioner Allan from the meeting. All Ayes. Motion Carried.

**Approve Agenda**

Motion by City Commissioner Simpson, seconded by Commissioner Menchaca, to make the following amendments to the Agenda:

**Add:**

- Set date for Public Hearing ~ The Inn on Water Street as Item #6-A.

**Remove:**

- Site Plan Review ~ The Inn on Water Street.

Motion by Commissioner Moran, seconded by Commissioner Menchaca, to approve the Agenda, as amended. Ayes: Lepley, Gabler, Menchaca, Moran, Simpson. Nays: Jenken. Motion Carried.

**Public Comment**

Rita M. Roehrig, 162 S. Third Street, submitted a letter addressing concerns with the Public Hearing and subsequent notification protocol.

**Unfinished Business**

***Set Date for Public Hearing ~ The Inn on Water Street***

Motion by City Commissioner Simpson, seconded by Commissioner Menchaca, to set the date of the Public Hearing to consider an application for Special Land Use for The Inn on Water Street for Friday, October 7, 2016 at 7:00pm in the Marine City Fire Hall. All Ayes. Motion Carried.

**New Business**

None.

**Adjournment**

Motion by Commissioner Menchaca, seconded by City Commissioner Simpson, to adjourn at 7:15pm. All Ayes. Motion Carried.

Respectfully submitted,

Elizabeth McDonald  
Deputy Clerk

Kristen Baxter  
City Clerk



## COUNTY OF ST. CLAIR



### Metropolitan Planning Commission

David Struck – Executive Director

# Memo

**To:** Elaine Leven, City Manager  
**CC:** Planning Commission  
**From:** Geoffrey Donaldson  
**Date:** September 27, 2016  
**Re:** Marine City Master Plan Update – Community Visioning Component

As outlined under the Scope of Services in our Professional Services Agreement, the professional planning staff of the St. Clair County Metropolitan Planning Commission (MPC) will facilitate a public visioning process to inform the update of the Marine City Master Plan. Services to include:

- Local Leadership Survey and Analysis
- Community Visioning Meeting and Analysis (Prep/Facilitation)
- Development/Validation of Community Vision Statement/Goals/Objectives
- Finalizing Community Vision and Goals/Objectives Chapter
- Summary update to Marine City Planning Commission.

To date, MPC staff has conducted the Local Leadership Survey and facilitated a Community Visioning Meeting towards this effort. Staff has recently completed our analysis of the input received from both the survey and visioning meeting. Furthermore, staff has reviewed the existing Planning Objectives of the 2010 Marine City Master Plan and has either:

- Left existing planning objectives that remain valid in place,
- Recommended deletion of objectives that are either no longer valid or are in conflict with new objectives, and
- Drafted new Planning Objectives based on observations made throughout the community, feedback received from the survey and visioning meeting, and discussion with key community stakeholders.

Please note that on the attached draft planning objectives, those that appear in plain text remain unchanged, those that appear with ~~strikeout~~ are recommended to be dropped and those that are highlighted in **yellow** are new recommended objectives based on all the feedback summarized above. Lastly, please review the attached draft Planning Objectives and provide input so we can incorporate these in an updated Community Vision and Goals/Objectives Chapter that is forthcoming.

## Marine City Draft Master Plan Goals

### Placemaking:

- Preserve the historical character of Marine City by promoting the restoration and/or preservation of all historic buildings in the city and encourage any new construction in historic districts to have exterior designs compatible with those historic districts.
- Reinforce the maritime character of Marine City by utilizing the attractiveness of the Belle and St. Clair Rivers within development schemes and recognize these rivers as unique and important resources.
- ~~Maintain and promote Marine City as a pleasant place to live, work and visit through a proper and thoughtful arrangement of land uses within the city.~~
- Identify the city's existing assets and promote those assets as unique quality of life drivers that differentiate Marine City from other communities in the region.
- Continue to promote a positive image of Marine City by marketing the strengths and potential of the City while reducing blight and other drivers of negative perceptions.
- Capitalize on the momentum of the creative economy in Marine City by providing additional venues and resources for local arts and cultural activities.
- ~~Continue to define and implement streetscape standards that transform the central business district into a more walkable, vibrant, and interesting place to frequent.~~
- Create and maintain inviting, safe, clean, walkable and bikeable streetscapes.
- ~~Ensure that downtown is clean, safe, and welcoming.~~
- Ensure the street level of buildings relates to the pedestrian as a primary focus.
- Emphasize public art and integrate it with public buildings, community parks, and along the waterfront to create an engaging environment.
- Integrate attractive bike racks, benches and trash receptacles into the streetscape plan that increase pedestrian comfort and allow people to stop and rest.
- Highlight the St. Clair and Belle Rivers as unique natural assets that enhance recreation, tourism, and quality of life.
- ~~Identify and participate in targeted neighborhood reinvestment and stabilization programs that improve the quality of the housing stock and overall neighborhood character.~~
- ~~Continue to increase housing opportunities in the central business district through the utilization of second and third floor spaces above street level retail.~~
- Encourage pedestrian linkages from neighborhoods to Downtown to enhance economic activity.
- Create stimulating, inviting Downtown entrances that provide a sense of arrival in Downtown Marine City.
- Celebrate and display local history in public places.
- Incorporate wayfinding signs and maps of local attractions into the Downtown.
- Recognize the important role that placemaking strategies play in attracting talent and economic development.
- Ensure that Marine City has a wide variety of amenities including recreation, shopping, cultural resources, entertainment options, and "third places," all of which will help in attracting and retaining talented residents and workers.
- Continue to promote Marine City as a Blue Water Trail Town and integrate parks, bike paths, water trails, and the beach with both the downtown and our neighborhoods.

## Economic Development:

- Promote policies that lead to the sustained economic health of Marine City's assets and to the natural revitalization of vacant, low density, obsolescent and deteriorated property. When possible use existing amenities as the focus for the development.
- ~~Embrace the Green Economy and its focus on alternative energy.~~
- Promote and support entrepreneurship in Marine City. Create regulations and implement policies that are entrepreneur-friendly and work to connect entrepreneurs looking to start or expand a business to the organizations or resources that are required to be successful.
- Build and strengthen partnerships with regional and local stakeholders to promote education, job training, and workforce development programs that will improve the skills and talent of Marine City residents.
- Create incentive packages to support entrepreneurs, target industries and growing industry sectors.
- Attract tourists and cross-border activity by focusing on place-based strategies that highlight Marine City's existing assets and unique resources and enhance opportunities for expanded overnight accommodations, marinas, and other tourist-related services.
- Highlight the importance of post-secondary education and skills-development to all residents to help the community adapt to and compete in a globalized, knowledge-based economy.
- Communicate and collaborate with other local units of government across the region and leverage new and existing public-private partnerships to promote and implement regional strategic growth initiatives.
- Develop market studies for growth & investment areas, including identifying business, institutional, cultural and recreational assets. Include the cross-border market in all relevant studies.
- Create a strategic plan that focuses on the burgeoning cultural and entertainment district with a focus on festivals and events.
- Explore the possibility of transient dockage for boaters who may choose to recreate, dine and shop in the City.
- Create and enhance visually attractive entryways and gateways into the downtown and the city through the use of landscaping, identification, and wayfinding signs along I-94/Marine City Highway Corridor, M-29 and King Road.
- Explore business opportunities that would complement the growth in canoeing, kayaking, biking and hiking.

## Housing and Residential Development:

- Encourage the construction of new residential development in the city so as to provide an opportunity for those employed in the city and surrounding areas to become residents.
- Promote a residential environment designed to fulfill basic needs with special attention focused on maintaining or restoring viability of developed residential areas.
- Expand residential offerings in the downtown through mixed-use development.
- Encourage historic preservation and rehabilitation of historic homes and commercial buildings.
- ~~Require new residential development to be visually attractive and environmentally acceptable, preserving the natural features of each site, such as woods, topography, natural drainage and retention areas.~~

- Allow for a variety of dwelling unit types and sizes for ownership and rental by all age groups and income levels, including: site built and factory-built, single family, two-family, and multiple family development.
- Discourage incompatible non-residential uses from locating in residential neighborhoods.
- Discourage uses that would increase traffic on residential streets beyond that which the street was designed or intended to carry.
- Promote aging-in-place and encourage senior housing and developments in convenient proximity to churches and community services and activities for the growing senior population.
- ~~Restrict aesthetically incompatible housing types, such as units having a width of less than 20 feet, to locations within licensed mobile home parks.~~
- ~~Permit manufactured housing that is aesthetically compatible with site built housing to be located in the community wherever comparable housing is located.~~
- Create awareness of the incentives to restore and preserve homes.
- Seek out and participate with the Michigan State Housing Development Authority (MSHDA) in the establishment and operation of neighborhood improvement and housing rehabilitation programs.
- ~~Promote "infill" development of adequately sized vacant lots in existing developed areas that are served by public sewer and water.~~
- Encourage infill development that is compatible and consistent with architecture and scale of adjacent land uses and promotes pedestrian activity.
- Create usable, accessible and inviting green spaces in neighborhoods.
- Strengthen code enforcement and collaborate with community groups throughout the city in order to eliminate blight, to stabilize neighborhoods, and to attract and retain new residents.
- Communicate expected property standards for rental properties to landlords and develop a comprehensive rental property inspection program.

#### **Commercial:**

- Encourage the retention of a viable central business district with adequate parking which serves the convenience needs of the population within the trade area and which will become increasingly able to draw shoppers and tourists from beyond the local trade area.
- Encourage owners of businesses and structures within the business district to improve and maintain their properties in a manner that promotes the aesthetic appearance of the district.
- Encourage use and/or redevelopment of existing underutilized, vacant and dilapidated buildings whenever possible.
- Provide areas within the city for commercial development outside the central business district for those types of commercial uses requiring the large areas of land (e.g. car dealers, grocery stores, lumber yards, etc.)
- Encourage long-term growth of the commercial tax base of the city.
- Maintain and improve the public infrastructure within the central business district such as sidewalks, lighting, municipal parking and other amenities.
- ~~Encourage a concentration of smaller, specialty type retail shops in the central business district.~~

- Encourage an expanded retail environment in the core of the downtown, including, but not only, mixed-use retail options on ground floors combined with office and residential uses on upper floors, and discourage ground floor office uses.
- Encourage service type businesses to locate on the fringe of the central business district.
- Improve parking availability in the downtown business district through improved signage and wayfinding, land acquisition, and/or cooperative agreements.
- Develop a strategic plan focusing on the reuse of the old City Hall building and property.

#### **Industrial:**

- Provide a stable and diversified economy emphasizing an industrial mix minimally affected by fluctuations.
- Provide manufacturing and services capable of serving the needs of the residents and businesses in the area.
- Make available cost-effective, adequately sized industrial sites that are compatible with the surrounding area.
- Provide adequate roads, utilities and transportation facilities to service existing and planned industrial areas.
- Provide adequate buffering of industrial uses from adjacent residential uses and from less intensive land uses through the use of appropriate setback standards, landscaping, and by locating industrial uses adjacent to other intensive land uses.
- Require future industrial developments to provide adequate on-site off-street parking facilities.
- Ensure that future industrial development does not emit excessive amounts of noise, fumes, smoke, vibrations or other pollutants.
- Encourage the proper redevelopment/rehabilitation of abandoned industrial sites, so as to limit/mitigate the negative impacts on neighboring lands and assist in actively marketing these sites for re-use.
- Work with community partners to identify, assess, and redevelop known or perceived Brownfield properties.
- Identify underutilized industrial areas that may have commercial or residential development potential and whose redevelopment can support the town's fiscal goals.
- Explore expanded use of the City's deep water port for expanded business opportunities.

#### **Parks and Recreation:**

- Enhance and increase the quality of life of City residents by providing, through the City and in cooperation with community organizations and the East China school district, a full range of recreation programs and facilities to meet the needs of the residents.
- Continue to maintain and enhance the Marine City Beach for residents and visitors.
- Improve and develop existing parks by diversifying the range of activity opportunities as a means to attract a greater number of park users, including persons of all ages, abilities, and interests.
- Ensure that a master recreation plan for Marine City follows the requirements for recreation, park and greenway planning put forth by the Michigan Department of Natural Resources and is reviewed and updated every five years to make the community eligible for state grant funding.

- Collaborate with the Blueways of St. Clair and other groups to promote kayaking, canoeing, and other accessible, water-based recreation and tourism along the St. Clair River and the Belle River.
- Expand opportunities for linear forms of outdoor recreation, such as hiking, jogging, bicycling, equestrian, and walking trails.
- Expand opportunities for indoor recreation programs for a variety of ages and activity levels.
- Review the inventory and assessment of park equipment and recreation facilities to determine improvement and maintenance requirements and integrate those needs into the City's capital improvement program.
- Provide quality outdoor leisure time activities with special consideration given to activities that improve health and wellness.
- Explore opportunities to increase camping and vacation-oriented tourism in the City.

### Transportation:

- ~~Plan for a network of roads by type and function that will provide a complete road system including major, collector and local roads.~~
- ~~Obtain necessary right-of-way dedications and reservations.~~
- Cooperate with the Michigan Department of Transportation (MDOT) and the St. Clair County Road Commission to ensure that a proper relationship exists between planned road improvements and the city's desired future land use pattern.
- Increase pedestrian safety by providing opportunities for pedestrian circulation along existing and planned road systems through a coordinated program of sidewalk construction and maintenance.
- Develop a system of pedestrian and bicycle routes that form an interconnected network between local, regional, and international destinations.
- Limit points of ingress/egress on major roads to improve safety and retain the traffic carrying capacity of the roadway.
- Provide a transportation system that recognizes the need for both auto and truck traffic and eliminates as many points of conflict between the two as possible.
- Improve the road system to better serve residences and businesses through a regular program of scheduled pavement maintenance and curb and gutter construction.
- ~~Recognize the relationship between land use patterns and the availability and adequacy of the transportation system.~~
- Expand the use of dedicated bicycle lanes on local roads throughout Marine City's neighborhoods.
- Work with St. Clair County Metropolitan Planning Commission (MPC), St. Clair County Transportation Study (SCCOTS), and other entities to support complete streets policies and integrate complete streets elements into future road improvement projects.
- Work with the Blue Water Area Transportation Commission to ensure adequate public transit services are available to residents throughout the city.
- Coordinate with SCCOTS on planned road improvements and participate in the rating and evaluation of pavement on federal-aid roads to better serve residential and commercial areas.
- Actively participate in the transportation planning process and communicate regularly with SCCOTS to stay abreast of funding opportunities for transportation improvements.
- Collaborate with local, state, and regional partners - both public and private - to further develop 'Smart City' plans and programs related to connected and autonomous vehicles.

electric vehicles, on-demand mobility, and smart infrastructure systems to accommodate and support new innovations in transportation and mobility.

#### **Public Facilities and Services:**

- ~~Coordinate new development of recreation programs and facilities with the five-year action plan of the Marine City Recreation Plan for the Years 2006-2010 and with the regular 5-year updates thereof.~~
- ~~Provide a system of community facilities and services designed to adequately meet the needs of current and future population compositions, located so as to balance convenience to users, cost efficiency and compatibility with surrounding areas.~~
- Provide a water and sewer system that meets the needs of current and future City residents and businesses and protects the environment.
- Develop a long-range plan for updating and maintaining aging infrastructure throughout the city and integrate the plan into the City's capital improvement program.
- Stage any sewer or water installations to provide efficient growth and revenues to pay for the system.
- Extend future sewer and water service in an orderly manner, leaving no gaps or spaces in coverage.
- Install sewer and water facilities only where planning, zoning and municipal boundary policies will not be compromised by their use.
- Provide police, fire and emergency services consistent with public need and the ability to finance improvements in the most cost-efficient manner.
- Ensure that solid waste, recyclable, and hazardous materials are disposed of safely, effectively and efficiently, and in accordance with applicable rules and regulations.
- Continue to develop a capital improvement program that sets forth a long-term plan for improving services in the community.
- Actively participate in countywide and regional planning efforts concerning economic development, infrastructure planning, solid waste, hazard mitigation, public safety, and water quality.

#### **Governing/Regulatory:**

- Continually review the Marine City Master Plan and update the plan at least every five years.
- The planning commission will stay abreast of the latest development trends occurring in Marine City, neighboring jurisdictions, and the region.
- Members of the planning commission will stay abreast of current trends and practices in the urban planning field.
- Utilize the future land use plan when considering zoning ordinance amendments, capital improvements projects, or the merits of a development proposal.
- Ensure that public engagement and outreach occurs early in the process of preparing development plans and ordinance changes.
- Regularly communicate and cooperate with other local and county agencies in making government more effective and efficient.
- Embrace an environment of information sharing at the city, township, county and statewide level.
- Educational opportunities for local elected and appointed officials will be provided on land use issues, coordinated planning and zoning regulation.
- Continuously work to maintain a five-year capital improvement program as part of a

comprehensive and ongoing financial planning and budgeting exercise.

- Collaborate with other local, county, and regional organizations to identify opportunities for partnerships, economies of scale, and fiscal savings.
- Continuously enhance communication and coordination with our Canadian neighbors.
- Identify and pursue grant funding opportunities from state, federal, and nonprofit organizations.